



**DEFENSE LOGISTICS AGENCY**  
THE DEFENSE CONTRACT MANAGEMENT COMMAND  
8725 JOHN J. KINGMAN ROAD, SUITE 2533  
FT. BELVOIR, VIRGINIA 22060-6221



IN REPLY  
REFER TO

SEP - 1 1995

AQCOG

**SUBJECT:** Defense Contract Management Command (DCMC) FY 96 Benchmarking Plan

**TO:** **Commanders**, Defense Contract Management Districts  
**Commander**, Defense Contract Management Command International  
**Commanders**, Defense Contract Management Area Operations  
**Commanders**, Defense Plant Representative Offices

1. Enclosed is the **DCMC FY 96 Benchmarking Plan**. I am providing this plan to you so that you will understand the direction the Command is taking with benchmarking both in the upcoming fiscal year and in **general**, and your roles in these **activities**. This plan provides the criteria used for **identifying** the processes selected to be benchmarked at the Command **level**, roles and responsibilities with regard to benchmarking criteria for selection of team **members**, training **requirements**, a benchmarking model and project **deliverables**.

2. While this plan mentions only those benchmarking projects the Command has committed to benchmark for this fiscal **year**, I encourage you to assess your own operations and determine where you might begin internal benchmarking with other Districts and Contract Administration **Offices**. Each District has an individual who is a member of the **DCMC Benchmarking Steering Group** and who is available to help you understand what benchmarking is and assess where it might be applied to your **processes**. **Additionally**, the Districts will be scheduling benchmarking training in the coming **months**.

3. We have been seeking ways to continuously improve our processes through our Process Oriented Contract Administration **Services** efforts and more recently through the Reinvention Lab **initiatives**. Benchmarking will help us **identify** areas where we can achieve **further** improvement. Our **workforce** is ready for this next **step**.

4. If you should have any **questions**, contact one of the Steering Group **members**. Their names and numbers are listed in the **plan**.

1 Encl

ROBERT W. DREWES  
Major General, USAF  
Commander